Syllabus for Online English 1A-

55167 (Zebras) and 55172 (Kangaroos)



**Reading and Composition--FALL 2023 (Online, asynchronous course—no scheduled in-person or Zoom meetings)**

**M/W 1:00-2:50 p.m. in CC1-202**

**Instructor: Elaine G. Stamper**

RWC tutors working with my classes: Hannah Kleinkramer, Audrey Bergen, and Dani Gutierrez

**The information contained in this syllabus is intended to be useful to you and to help you succeed. Please be sure to read it carefully and refer to it throughout the semester.**

# CONTACT INFORMATION

**E-mail address**: [*elaine.stamper@reedleycollege.edu.*](mailto:elaine.stamper@reedleycollege.edu) Please write **“English 1A/55403” (or “English 1A/Foxes)** in the subject line of all e-mails to me. (Note: If you use Canvas Inbox to message me, which is easiest for both of us, you don’t need to identify the course name.)

**Office Hours:**

Mondays and Wednesdays, 3:00-4:00 in Faculty Annex 4

Tuesdays, 11:00-12:00 via Zoom

Thursdays, 11:00-12:00 in Faculty Annex 4

Fridays, 11:00-12:00 in Faculty Annex 4

* I will notify students via Canvas if, from time to time, I need to change the time of my Friday hours or make it a virtual hour

Please note that **you are never bothering me** if you email me with a question or come to see me during my office hours; that is what I am here for: to help you to be a more successful reader, writer, and college student.

# REQUIRED TEXTS AND MATERIALS

1. Chamberlain, Diane. *Necessary Lies*. St. Martin’s Griffin, 2014.
   * Digital versions are not acceptable.

* If you buy a used copy, please make sure that it is a clean copy (no notes or highlighting).

1. A variety of assigned articles that will be posted on Canvas; you will need to annotate (= write on) all readings, either electronically or on a printed copy.
2. A binder so that you can organize class notes and anything you choose to print out.
3. Sticky notes such as Post-Its for taking notes in the book.
4. Consistent and reliable access to the Internet and a dependable computer or laptop. You must use Microsoft Word. (Word 365 is available **for free** for all SCCCD students.)
5. A USB flash drive or access to a cloud service such as Dropbox **(not Google Docs)** to save the work you do.
6. I recommend that in addition to consulting handouts on Canvas regarding MLA format and citations, you use two online resources: [Purdue Owl MLA](https://owl.purdue.edu/owl/research_and_citation/mla_style/mla_formatting_and_style_guide/mla_in_text_citations_the_basics.html)) and [EasyBib](http://www.easybib.com/style) (or you can use [Knight Cite](https://www.calvin.edu/library/knightcite/index.php/index.php?standard=MLA) or a similar citation generator if you prefer).

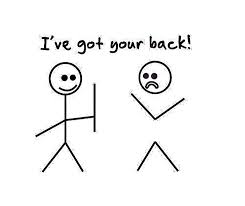
**NOTE: You will need to have a non-electronic copy of *Necessary Lies* no later than Friday, August 18th.**

* You will be submitting photo proof that you have the novel (and later that you are annotating it).
* **Be aware of delivery dates** if you choose to order the novel online.
* Note that the RC Bookstore will match Amazon’s price as long as you give the bookstore proof of the lower cost by an Amazon seller (not a 3rd party with Amazon)
* If you’re not much of a reader, you may find that 1) the novel and the articles are fairly short, easy to read, and interesting; and 2) an [audio version](https://www.audible.com/) of the novel can be helpful. Ask me if you need more information.

# COURSE DESCRIPTION

English 1A (Critical Reading and Writing) is a course designed to aid students in the reading, analyzing, and composing of college-level prose. The emphasis will be on studying writing as a process; exploring different composing structures and strategies; editing and revising one's own writing; and conducting research (gathering, organizing, evaluating, integrating, and documenting information) that will culminate in a research paper with an annotated bibliography.

PLEASE NOTE:



Some of you may feel nervous about doing academic writing, especially if the papers are longer than what you are used to writing. Please don’t worry too much: I don’t expect you to know everything before I teach it to you, and I never expect perfection. We take everything step-by-step, and the tutors and I are here to help you. Just reach out to us.

# WRITING ASSIGNMENTS

You will be completing three major projects and three related Feedback Assignments during the semester:

*  takes place during the first four weeks of the semester. You will read and annotate selected pages from *The Trials of Nina McCall: Sex, Surveillance, and the Decades-Long Government Plan to Imprison "Promiscuous" Women* by Scott W. Stern. You will take quizzes on the reading, and participate in discussion board postings. Essay #1 will require three drafts, each of which must be submitted to Canvas by the specified deadlines.



**Project #1**

* **Project #2** is based on the book *Necessary Lies* by Diane Chamberlain. You will read and annotate the book, take quizzes on the reading, and participate in discussion boards. Essay #2 will require three drafts, each of which must be submitted to Canvas by the specified deadlines.
* **Project #3** asks you to write a 5-page research paper (RP) on a topic related to eugenics. I will give you a choice of possibilities related to the main topic, or you can propose your own idea (related to eugenics), which will need to be approved by me in advance. The paper and your thesis must be supported by 5 academic sources. (We will go over how to do research with library databases). Requirements include short writing assignments, a preliminary annotated bibliography (Pre- AB), and a final annotated bibliography (AB), as well as peer reviews and three drafts of the RP.
* The Feedback Assignment will **require you to get feedback** on each of the three projects. You will choose from the following options:
* Project #1: Meet with me or a tutor (via Zoom or in person) or submit your draft to Smarthinking
* Project #2: Meet with me or a tutor (via Zoom or in person) or submit your draft to Smarthinking
* Project #3: Choose two: Meet with me and/or a tutor (via Zoom or in person) and/or submit your draft to Smarthinking

## CLASS POLICIES AND PROCEDURES

### ATTENDANCE and DROPS:

* Even though we will not be meeting face-to-face for this course, “attendance” in the class is essential for your success. Your attendance is determined by your timely completion of weekly assignments.
  + You **will likely be dropped**from the class if you do not 1) **complete all of the assignments in the first two weeks of class** or 2) you do not complete all drafts required for the three papers.
    - Note that I say you will “likely” be dropped. If you contact me as soon as possible with a legitimate reason for not having done the assignment, I will consider the situation and let you know my decision. If you do not contact me, you will certainly be dropped from the course.
  + Students who add or choose to drop the class are responsible for completing the process through Self-Service (formerly known as WebAdvisor). In most cases, students who do not add by Friday, August 25th, will not be allowed to add after that.

## COMMUNICATION

I have on-campus and Zoom office hours.

* + My office hours are optional, but you are strongly encouraged to come see me to talk about assignments or just to introduce yourself. (Also see The Feedback Assignment.)
  + Although I always appreciate it when students have their cameras on during my office hours, having your camera on is never required. If you’re just more comfortable having your camera off, that is absolutely fine with me.
  + Even though we are meeting twice a week in person, you can expect to hear from me outside of that quite a bit. I send out announcements and emails, and I check Canvas Inbox regularly (and you should do the same). I will usually reply to you within a couple of hours (except for Saturdays). Please make sure that you check for a reply from me if you have emailed me. You will also be communicating with other students in class, on discussion boards, and in peer reviews for essays.

PARTICIPATION

This includes, but is not limited to, having the required materials, annotating all readings, taking notes, completing all assignments, contributing to discussion board prompts in a thoughtful manner, and completing peer reviews and feedback assignments. I will also take into consideration if you have communicated with me or with a tutor (Hannah, Audrey, or Dani) about your writing. Students learn not only from the instructor but also from each other. So, be sure to do all of the assigned work and to interact with other students in the class in a meaningful, useful way. (Even asking questions about something that you don’t understand is useful to others. You are almost certainly not the only one who has a question.) All of us are looking forward to hearing your ideas and your “voice.”

SUBMISSION OF ASSIGNMENTS

* **I reserve the right to refuse any paper that is not submitted in the proper format or does not meet other requirements.**
* I cannot accept an essay that has been typed on Google Docs. As a Reedley College student, you can access Microsoft Word 365 for free. Need help with this? Ask a tutor, another student, or me during my office hours. (You can also see the January 2023 edition of *The Paper Jam*.)
* Some assignments will require you to submit photos. Please make sure that all photos are submitted as JPEG or PNG files; I am unable to open photos saved as HEIC files and therefore cannot accept them. (See [“How to Airdrop a Photo as a JPEG Instead of HEIC](https://www.adobe.com/acrobat/hub/how-to-airdrop-photos-as-jpg-not-heic.html#:~:text=Open%20the%20Settings%20app.,will%20be%20saved%20as%20JPGs.)”)
* All annotations must be submitted as indicated in the instructions, not as notes written out on paper or typed up. (You will receive instructions on how to annotate correctly.)
* The course is set up in weekly modules, and you will need to complete the assignments in the regular modules in the given order. Each assignment is built on previous assignments, and each assignment is designed to help you to be successful with assignments that follow. Therefore, **you will not be allowed to skip assignments or to jump ahead.** If you have problems with or questions about this, please contact me and/or one of our tutors, and we will help you.

# LATE WORK

All assignments are due **by 11:59 p.m. on the due date.**

1. You should make every effort to turn assignments in by the due date; however, you may submit assignments after the due dates, without penalty, **up to one week following the due date.**
   * If you need more time than one week, you must meet with me (in person or on Zoom, during an office hour) to discuss the circumstances. In most cases, I can work with you, but only if you speak to me about it.
   * The assignments for each Project will close one week after the Project has been completed.
   * I try to be flexible because we all (including me) need a little grace in our lives. Keep in mind, however, that if you are consistently missing the deadlines, you are almost certainly less likely to do well in the class.
   * **Note well**: The final two assignments of the semester, RP 1.3 and AB 1.2, cannot be submitted late, and the final exam must be submitted by the deadline as well.
2. Most assignments will be due on Friday, Saturday, and Sunday; there will be times that I will ask you to turn something in when we meet for class.
3. I will open the Canvas module for the week by Sunday night in most cases (earlier if I can manage it).
4. Don’t wait until the weekend to begin the work or you will run out of time.
5. ALL assignments for the course are required (even the “small” ones). See my comment under Academic Dishonesty below.
6. Give yourself enough time to complete the assignment and submit it. All assignments need to be submitted to Canvas; Please don’t email me any assignments; I’m unable to grade them.

# ACADEMIC DISHONESTY

* Academic dishonesty includes cheating, copying, plagiarizing others’ work, or engaging in any other means of deception to complete or bypass an assignment.
  + We will be using aspects of Artificial Intelligence (AI), such as ChatGPT, in class from time-to-time for specific assignments such as brainstorming. Any other use of AI for assignments will be considered academic dishonesty.
  + Any attempt to bypass the requirement of doing an assignment by, for example, submitting a “substitution” (such as the wrong assignment or a blank sheet of paper) will be considered academic dishonesty.
* I use turnitin.com and AI detectors.
* Please note that you will not be allowed to turn in previously submitted work for any assignment in this class. That means that you can’t “recycle” a speech you gave or a paper you wrote for another class. If you are repeating my class, all of the work that you turn in for this semester must be new.
* You are encouraged to get help on your writing from me, a tutor from the Reading & Writing Center (RWC) or the Tutorial Center, and your classmates in this class. **No one else—not your parents, siblings, boyfriend, girlfriend, former teacher, ex-boyfriend or ex-girlfriend, siblings’ boyfriend or girlfriend, siblings’ ex-boyfriend or ex-girlfriend, or your dog—may help you with any of your papers.**
* Consequences of academic dishonesty may include, but are not limited to, receiving an ‘F’ on the assignment or in the course.
* If you are worried, confused, or overwhelmed by anything in the class, including what academic dishonesty and/or plagiarism is, please don’t resort to dishonesty; instead, come talk to me (or a tutor) and get help.

# STUDENTS WITH DISABILITIES

*If you have a verified need for an academic accommodation or materials in alternate media (i.e., Braille, large print, electronic text, etc.) per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please talk to me as soon as possible. Contact DSP&S at (559) 638-0332 or visit* [*their website*](http://www.reedleycollege.edu/services/dsp/LD.htm) *for more information.*

# Some Important Points

* Please check Canvas every day. Make sure that you receive Canvas notifications when I send you announcements or e-mails. If you don’t know how to do something related to technology, you can get help from me, Hannah, Audrey, or Dani, or [Tech Services.](https://www.reedleycollege.edu/campus-life/technology-help.html)
  + Please contact me by [e-mail](mailto:elaine.stamper@reedleycollege.edu) or through Canvas Inbox if you have any problems or questions about anything**.** If you have not heard back from me in 24 hours, please check to make sure that I received your message. If you write to me, be sure to check for my response to you.
* Please keep flash drive copies of all work submitted to me. As you know, sometimes things go wrong with electronic systems. Protect yourself by keeping everything until the course is finished and your final grade has been recorded.
* Be appropriate, professional, and kind to others during all interactions for our class (in class, on Discussion Boards, when meeting with me during my office hours, or when meeting with a tutor). Remember that other people’s experiences may be different from your own and that we all, including me, sometimes need to set aside a tendency to be judgmental. Tell me (or a tutor) if there is ever any communication or behavior that makes you feel uncomfortable. Repeated incidents of any behavior deemed to be rude or disruptive will result in that student being reported to the Dean of Students.
* My job is to help you to become better writers and to prepare you to write for other classes. I really care

about my students and will do whatever I can to help you. Let’s work together to help you succeed!

# TIPS FOR SUCCESS THIS SEMESTER

1. Know your resources
   * [Tech services,](https://www.reedleycollege.edu/campus-life/technology-help.html) [RWC,](https://www.reedleycollege.edu/academics/tutoring-services/index.html) smarthinking, [counseling,](https://www.reedleycollege.edu/student-services/counseling/index.html) [health services and psych services](https://www.reedleycollege.edu/campus-life/health-services/index.html), Canvas Inbox, etc.
2. Manage your time carefully
   * Plan to spend approximately 8 hours a week doing the homework. (4-unit class = 4 hours X 2 for the amount of time spent outside of class).
   * Don’t wait until the day an assignment is due to begin working on it. You won’t have enough time.
   * It is necessary to complete ALL assignments. There is no choice in what assignments you will complete. Also note that getting behind will almost always affect the quality of your work—and therefore your grade.
3. It takes longer than it takes
   * Whatever assignment you're working on will likely take longer than you thought because of technical glitches, uncertainty about the assignment, because it's college, not high school, etc.
4. Communicate, communicate, communicate
   * with me (If I don't know, I can't help you; I can't always say "yes," but I will consider requests, and I may have options you haven't thought of)
   * with our tutors, Hannah, Audrey, and Dani. (They love to help students and are very good at their job!)
   * with your classmates; not only do they often have answers to your questions, but you'll feel less alone. Furthermore, you can help someone else with their questions, too, which can be surprisingly rewarding.
5. Have a plan
   * Use whatever works for you to manage your time--reminders on your phone, a paper calendar, sticky notes, etc.--but you must do more than rely on your memory and hope for the best.

Important Dates

**Week 1: Monday, 8/7**

* Fall 2023 semester begins

**Week 2: Friday, 8/18**

* Last day to drop with a full refund

**Week 3 : Friday, 8/25:**

* Last day to register for a Fall 2023 full-term class in person
* Last day to drop a Fall 2023 full-term class in person and avoid a “W”

**Week 4: Sunday, 8/27**

* Last day to drop a Fall 2023 full-term class online (via Self-Service) and avoid a “W”

**Week 5: Monday, 9/4**

* Labor Day holiday; no class.

**Week 9: Friday, 10/6**

* Last day to drop and receive a “W”

**Week 14: Friday, 11/10**

* Veteran’s Day holiday; no classes

**Week 16: Thursday and Friday, 11/23 and 11/24**

* Thanksgiving Day holiday
* Please note that SCCCD does not observe “Thanksgiving Week” as many K-12 districts do; we only have two days, and I will try to give you as much of the four-day weekend as possible.

**Week 18: Wednesday, 12/6**

* You must submit the final exam by 11:59 p.m. No late submissions can be accepted.

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| --- | --- | --- |
| Course Assignments (subject to change) | Approximate Points Possible | % of Final Grade |
| **Project #1:** Readings and Essay on the American Plan | **150 points** | **15%** |
| * Annotated reading = 10 pts. * 1st Draft (Essay 1.1) = 10 pts. * 2nd Draft (Essay 1.2) = 10 pts. * Smarthinking.com submission = 10 pts. * Works Cited page = 10 pts. * Final Draft (Essay 1.3) = 100 pts. |  |  |
| **Project #2: *Necessary Lies*** | **250 points** | **25%** |
| * Annotated reading = 10 pts. * In-class essay exam (Essay 2.1) = 50 pts. * Smarthinking.com submission = 10 pts. * Works Cited page = 10 pts. * Second Draft (Essay 2.2) = 10 pts. * Practice AB = 10 points * Final Draft (Essay 2.3) = 150 pts. |  |  |
| **Project #3:** AB and RP | **400 points** | **40%** |
| * Preliminary Annotated Bibliography (AB 1.1) = 50 pts. * Final Annotated Bibliography (AB 1.2) = 100 pts. (subject to change) * Research Paper (RP 1.3; 3 drafts required) = 300 pts. |  |  |
| **Feedback Assignments** (meet with me and/or a tutor and/or submit work to Smarthinking)   * Project #1 = 5 pts. * Project #2 = 5 pts. * Project #3 = 10 pts. * Completion of all the above = additional 5 pts. | **25 points** | **5%** |
| Discussion Board Posts | **50 points** | **5%** |
| Quizzes and Miscellaneous Assignments | **50 points** | **5%** |
| Final Exam | **50 points** | **5%** |
| **TOTAL** | **975 points** | **100%** |

GRADING

**A = 100-90 excellent**

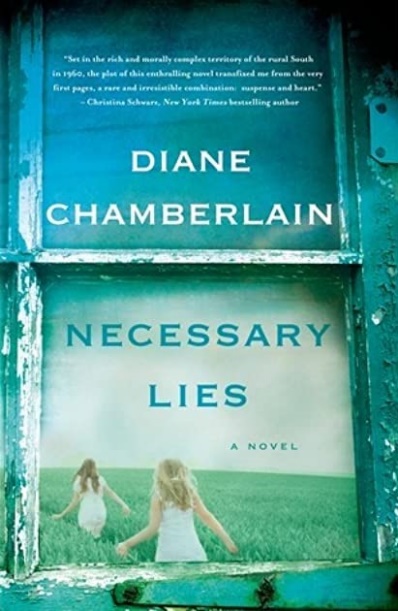
**B = 89.99-80 very good C = 79.99-70 average**

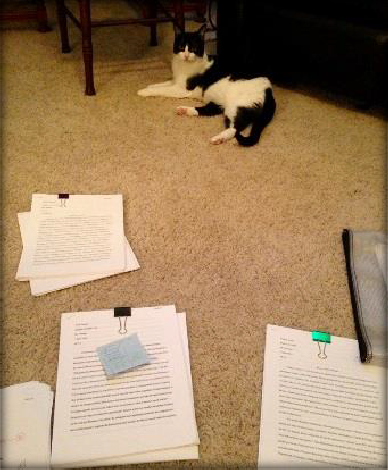
**D = 69.99-60 needs improvement (not passing) F = 59.99-0 fail (not passing)**

* **I don’t round up.**
* **I’m happy to talk to you about your assignment grades (“Why did I get this grade? What can I do to improve my grade?”), and if I’ve made a mathematical error, I will correct it; however, I am unable to negotiate your grade with you at any point in the semester.**
* **If you care about your grade, do something about it EARLY in the semester: Do all of the work, check your grade on Canvas, re-read my comments on your papers, arrange to talk with me, talk to our class tutors, and meet via Zoom with a tutor from the Reading/Writing Center. In a nutshell, put your best effort in and communicate with me.**

# Important points about the theme of the course and the book:

1. Throughout the semester, we will be reading, researching, and engaging in class discussions about eugenics, marginalized people, and the value (or lack of value) that society often places on certain people. You may have strong opinions about the topics we cover, and some students in the class may have personal experiences related to some of the ideas brought up in readings and discussions. Some students may find the topics too disturbing to read, talk, and write about and should therefore consider choosing a different class; and 2) students who remain in the class must be willing to be sensitive to other people in the class during class and online discussions.
2. **REMINDER:** You must have a physical copy of *Necessary Lies* by the end of the 2nd week of the semester; an electronic copy is not acceptable.





**Me Hershey**

The following are department-developed objectives and outcomes for all English 1A students:

# Course Objectives

In the process of completing this course, students will:

1. Write multiple essays of at least 5000 words, including at least one research paper with documentation that includes:
   1. a sophisticated introduction, multiple body paragraphs, and conclusion.
   2. a clearly defined, arguable thesis sentence.
   3. supporting details that exhibit critical thinking and use credible secondary sources.
   4. correct usage of MLA format, including a Works Cited page.
   5. sentences which exhibit a command of the complex/compound with minimal comma splices, sentence fuses, and fragments, and which show a command of mechanics.
   6. controlled and sophisticated word choice.
   7. writing in the third person.
   8. an avoidance of logical fallacies.
   9. demonstration of an awareness of purpose and audience.
   10. appropriate and purposeful use of quotations.
   11. correct in-text citations.
   12. an annotated bibliography of multiple sources.
   13. a lack of intentional and unintentional plagiarism.
2. Write one or more organized, independently-written in-class essays with thesis and adequate support.
3. Read and understand college-level prose.

# Course Outcomes

At the end of the course, students will be able to:

1. Write a documented, well-organized research paper of at least 1,500 words [approximately 6 pages] that demonstrates critical thinking and command of the English language.
2. Complete a timed essay independently in class.
3. Summarize and comprehend college-level prose (will include a full reading).